

## **Talking Points: Civil E-Filing Pilot Program**

### **What types of cases are in the pilot?**

Hennepin Civil Division will pilot only new, attorney initiated civil cases.

### **What about old or current civil cases?**

During the pilot there are no plans to convert existing cases; we will only start new ones. We may consider scanning a select number of existing cases as part of the pilot, but the general expectation is for “day forward” cases.

### **What does the pilot include?**

E-Filing will include “paper on demand” (paper copy as needed) files, E-Filing of all documents by parties represented by attorneys, E-Service of notices—including court notices, orders and judgments. Parties not represented by attorneys in a case that was initiated by an attorney will be included in the pilot.

### **When does the pilot begin?**

The targeted date to begin the pilot is late summer or early fall 2010.

### **We hear a lot about the State’s budget problems, so where is the money coming from to pay for E-Filing?**

Vacancy savings and budget planning are funding the E-Filing pilot in Hennepin County.

### **Is my job at risk because of E-Filing?**

E-Filing is expected to be a more efficient means of filing and tracking case records. We expect that due to budget constraints over the next few years, we will not be able to fill vacant positions when people leave. E-Filing is one initiative that we hope will allow remaining staff to work more effectively and enable the Court to function at reduced staffing. E-Filing may eventually replace/change some job duties.

### **How long will the pilot be?**

The length of the pilot depends on how well it goes. It will continue until all of the issues are identified and worked out, ideally by the end of the fiscal year, June 30, 2011.

**When will E-Filing roll-out to other Hennepin courts?**

A schedule has not been determined yet, however, all of Civil, Probate / Mental Health, Conciliation, Housing and Family Courts would likely roll-out before Criminal and Juvenile Courts.

**Are other districts piloting E-Filing?**

Hennepin is the only district piloting Civil E-Filing at this time. Ramsey County is participating in Hennepin's planning effort and is very interested in implementing E-Filing as soon as possible.

**What are the law firms and attorneys saying about E-Filing?**

Law firms and attorneys are just as interested as the courts are in the efficiency and cost savings that E-Filing will provide to their daily operations. They are familiar with E-Filing in the Federal Courts and have been wondering when State Courts will implement it.

**Who is participating in the pilot?**

We will partner with selected attorneys/firms to help us develop the right processes as a model for the rest of the state, eventually including E-Filing for all case types by all types of parties.

**How long will it take to learn E-Filing?**

Training time will vary depending on staff's responsibilities. Filing parties will find that they can learn how to use the application in about 45 minutes.

**Is E-Filing free or for a fee?**

At this time, we are planning not to charge the firms that help us with the pilot. During the pilot the court will absorb some of the E-Filing fees. After the pilot, charges may be passed on to the parties.

**Is electronic document management required for E-Filing?**

Yes, it is. If a court does not have electronic document management, it will become available as needed when E-Filing is implemented.

**Is a glossary available about E-Filing?**

A glossary is available on the public website  
<http://mncourts.gov/district/4/?page=3953>.

**How can I make a comment or ask more questions about E-Filing?**

Send an email (or letter) via the contact form on the Web site at  
<http://mncourts.gov/district/4/?page=3953> and select Contact Us.